

FINAL

**THE THIRD TAXING DISTRICT
AUGUST 16, 2004
REGULAR MEETING**

ATTENDANCE: David Brown, Chairman; Stephen Feinstein; Paul Coggin

STAFF: George Leary, General Manager; John Stoops, Treasurer; Attorney
Larry Dennin

OTHERS: Joe Cristano, Gabe Stern, Kim Snow

Mr. Brown called the meeting to order at 7:05 pm.

PUBLIC COMMENT

No members of the public wished to comment this evening.

APPROVAL OF THE MINUTES – JULY 19, 2004

**** MR. FEINSTEIN MOVED APPROVAL OF THE MINUTES AS AMENDED.
** MR. BROWN SECONDED.**

The following amendments were made:

Page Two: General Manager's Report: change to: The Third Taxing District paying retroactive billing to the ISO through CEEMC for the cost of the

Page Three: Change MOTION to: MR. COGGIN MOVED TO AUTHORIZE CMEEC TO TRANSFER \$300,000 FROM THE TTD ECONOMIC DEVELOPMENT FUND TO THE TTD OPERATING RESERVE ACCOUNT AT PATRIOT BANK.

TO AUTHORIZE THE CHAIRMAN TO SEND A LETTER TO TRUST CO. OF CONNECTICUT AUTHORIZING TRANSFER OF \$635,000 TO THE TTD OPERATING RESERVE ACCOUNT AT PATRIOT BANK.

Page Three: Presentation of Approval of Write-Off of Past Due Accounts: Change to: A request that the office manager assess

Page Four: Discussion and Approval of Attendance Computer Training: Change to: Mr. Leary requested authorization to sign a purchase order for \$1,325 for six days of training.

FINAL

Page Four: Discussion and Approval of Attendance Computer Training: Change MOTION to: MR. COGGIN MOVED TO AUTHORIZE EXPENDITURE OF \$1,325 FOR COMPUTER TRAINING

Page Six: Discussion on Library Parking: Motion did not pass unanimously. MR. BROWN OPPOSED.

**** MOTION PASSED UNANIMOUSLY.**

GENERATION PROJECT UPDATE

**** MR. FEINSTEIN MOVED TO GO INTO EXECUTIVE SESSION FOR THE PURPOSE OF DISCUSSING THE GENERATION PROJECT UPDATE.**

**** MR. BROWN SECONDED.**

**** MOTION PASSED UNANIMOUSLY.**

Commissioners Brown, Feinstein and Coggin; Attorney Dennin, Mr. Leary, Mr. Stoops, Mr. Joe Cristano and Mr. Gabe Stern went into Executive Session at 7:17 p.m. and reconvened at 8:50 p.m.

There was no action taken in Executive Session.

GENERAL MANAGER'S REPORT

There was discussion on the following points:

- The 2003 audit was on schedule with a target date for the end of the month.
- The additional fee to complete the audit.
- The outstanding CL&P bill.
- Pavement repairs. Estimates are not in yet.

OPERATING REPORTS

**** MR. FEINSTEIN MOVED TO TABLE THE ITEM.**

**** MR. COGGIN SECONDED.**

**** MOTION PASSED UNANIMOUSLY.**

ADOPTION OF THE CAPITAL BUDGET

**** MR. FEINSTEIN MOVED TO TABLE THE ITEM.**

**** MR. COGGIN SECONDED.**

**** MOTION PASSED UNANIMOUSLY.**

CUSTOMER LOAD RESPONSE PROGRAM

**** MR. FEINSTEIN MOVED TO TABLE THE ITEM.**

**** MR. COGGIN SECONDED.**

Third Taxing District

Regular Meeting

August 16, 2004

Page: 2

FINAL

**** MOTION PASSED UNANIMOUSLY.**

ENGAGEMENT OF COLLECTION AGENCY

**** MR. FEINSTEIN MOVED TO TABLE THE ITEM.**

**** MR. COGGIN SECONDED.**

**** MOTION PASSED UNANIMOUSLY.**

OYSTER FESTIVAL SPONSORSHIP

**** MR. COGGIN MOVED TO AUTHORIZE THAT SPONSORSHIP WILL BE PROVIDED TO THE NORWALK SEAPORT OYSTER FESTIVAL, AS OUTLINED IN THE LETTER DATED JULY 21, 2004.**

There was discussion on the following points:

- The sponsorship agreement was the same as last year.
- The electricity will be provided at cost .

**** MR. COGGIN MOVED TO AMEND HIS MOTION TO THE FOLLOWING: TO AUTHORIZE THAT SPONSORSHIP WILL BE PROVIDED TO THE NORWALK SEAPORT OYSTER FESTIVAL, AS OUTLINED IN THE LETTER DATED JULY 21, 2004, AND TO PROVIDE THE ELECTRICITY AT COST.**

**** MR. FEINSTEIN SECONDED.**

**** MOTION PASSED WITH TWO IN FAVOR (COGGIN, FEINSTEIN) AND ONE ABSTENTION (BROWN).**

WRITE-OFF AND REFER TO COLLECTION AGENCY CERTAIN PAST DUE ACCOUNTS

**** MR. FEINSTEIN MOVED TO TABLE THE ITEM.**

**** MR. COGGIN SECONDED.**

**** MOTION PASSED UNANIMOUSLY.**

LONG RANGE PROJECTION OF RATE STABILIZATION FUND

**** MR. FEINSTEIN MOVED TO TABLE THE ITEM.**

**** MR. COGGIN SECONDED.**

**** MOTION PASSED UNANIMOUSLY.**

ENGAGEMENT OF PART TIME CPA

There was discussion on the following points:

Third Taxing District

Regular Meeting

August 16, 2004

Page: 3

FINAL

- Four proposals were received out of 32 that were sent to CPA firms in Norwalk.
- Recommendations to stay with Accurate Accounting Services because it would be a simpler transition.
- The length of time for the transition of a new CPA.
- The budget amount that has been allocated.
- The comparison of rates for the CPA's that sent in proposals.
- The experience of the CPA's that sent in proposals.

**** MR. BROWN MOVED TO ENGAGE THE SERVICES OF ACCURATE ACCOUNTING SERVICES AS THE PART-TIME ACCOUNTING SERVICE.**
**** MOTION FAILED FOR LACK OF A SECOND.**

**** MR. COGGIN MOVED TO ENGAGE LOUIS J. LACERENZA AS THE PART-TIME CPA, ON A TRIAL BASIS FOR 10 HOURS A MONTH FOR THREE MONTHS, SUBJECT TO HIS HAVING QUICKBOOK EXPERIENCE AND WITH SUITABLE REFERENCE CHECKS.**

There was discussion on the following points:

- The audit is scheduled to begin in September which will affect the training of the new CPA.
- That 10 hours a month may not be sufficient time for training.

**** MR. COGGIN MOVED TO AMEND HIS MOTION AS FOLLOWS: TO ENGAGE LOUIS J. LACERENZA AS THE PART-TIME CPA, ON A TRIAL BASIS FOR 30 HOURS A MONTH FOR THREE MONTHS, SUBJECT TO HIS HAVING QUICKBOOK EXPERIENCE AND WITH SUITABLE REFERENCE CHECKS.**

**** MR. FEINSTEIN SECONDED.**
**** MOTION PASSED WITH TWO IN FAVOR (COGGIN, FEINSTEIN) AND ONE OPPOSED (BROWN).**

EMERGENCY PLAN REVIEW

**** MR. FEINSTEIN MOVED TO TABLE THE ITEM.**
**** MR. COGGIN SECONDED.**
**** MOTION PASSED UNANIMOUSLY.**

PROJECT UPDATE OF NINETIETH ANNIVERSARY POLE BANNERS

**** MR. FEINSTEIN MOVED TO TABLE THE ITEM.**
**** MR. COGGIN SECONDED.**

FINAL

**** MOTION PASSED UNANIMOUSLY.**

REPAIRS TO EAST AVENUE HOUSE

**** MR. FEINSTEIN MOVED TO TABLE THE ITEM.**

**** MR. COGGIN SECONDED.**

**** MOTION PASSED UNANIMOUSLY.**

**REQUEST TO CONSIDER DELINQUENT NOTICES TIME FRAME TO 4 DAYS
PRIOR TO SHUTOFF**

There was discussion on the following points:

- At present, delinquent notices are sent out seven days prior to shutoff which is very close to the date the bill is received.
- The shorter the notice period the less notices will be sent.

**** MR. FEINSTEIN MOVED THAT THE TIMEFRAME THAT DELINQUENT
NOTICES WILL BE SENT OUT WILL BE CHANGED TO FOUR DAYS
PRIOR TO TERMINATION.**

**** MR. BROWN SECONDED.**

**** MOTION PASSED UNANIMOUSLY.**

SPECIAL MEETING

Mr. Brown announced that a Special Meeting will be held on Wednesday, August 25, 2004 at 7:00 p.m. to discuss the items on the agenda that were tabled.

ADJOURNMENT

**** MR. FEINSTEIN MOVED TO ADJOURN.**

**** MR. COGGIN SECONDED.**

**** MOTION PASSED UNANIMOUSLY.**

The meeting was adjourned at 10:00 p.m.

Respectfully submitted,

Donna DeVito
Telesco Secretarial Services